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**Administrative Order No. 214
Series of 2002**

SUBJECT: *IMPLEMENTATION OF THE BAYANIHANG BAYAN PROGRAM FOR GOVERNMENT SERVICE IN THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT (DSWD)*

In the interest of public service and pursuant to Malacanang Memorandum Order No. 45 dated 7 December 2001 which directs the Philippine National Volunteer Service Coordinating Agency (PNVSCA) to organize a government volunteer program, the same is hereby adopted with the following principles:

- A. The DSWD shall engage the volunteer assistance of the private sector in the implementation of its programs and projects.
- B. Ensure that this program is institutionalized in all its regional offices and attached agencies and the provision of funds for the program in the respective regions/agencies annual budgetary allocation.
- C. Ensure successful implementation of the program.

In compliance thereof, the following guidelines is hereby adopted.

SECTION 1. Objectives

- 1. To build strong partnership between the private sector, the civil society and the DSWD founded on the principles of "bayanihan" or mutual aid, which shall nurture the social and moral fiber for cooperation and service for others among Filipinos.
- 2. To provide the private sector and the civil society opportunity to actively involve themselves as volunteers in DSWD program and projects.

SECTION 2. Bayanihang Bayan Desk

There is hereby created a Bayanihang Bayan Desk at the Social Welfare and Development Institute (SWADI) which shall be responsible in the over-all national coordination of the program. Same shall be established at the regional offices and attached agencies to perform coordination and monitoring activities within the regional coverage and within the scope of the duties and responsibilities of the attached agencies.

SECTION 3. Bayanihang Bayan Program Management Committee

The Program Management Committee of the Bayanihang Bayan shall provide overall direction and guidance in the effect give realization of the objectives of the program. The Bayanihang Bayan Program Management Committee shall be composed of the following:

- Chairperson : DSWD Secretary
- Co-Chairperson: A/Sec. - Monitor and Coach of SWADI
- Members : Director, SWIDB
Director, Programs Operation Bureau
Director, Administrative Service
Head, Career Planning and Development Division

The Committee shall formulate policy guidelines and memorandum circulars for the effective implementation of the program in the Department. Likewise, a Regional/Agency Management Committee shall be created at the regional offices/attached agencies to ensure implementation/monitoring of programs and projects, guidelines and memorandum circulars issued by the Bayanihang Bayan Program Management Committee. The Regional/Agency Management Committee shall compose of the following:

- Chairman - Regional Director
- Co-Chairman - Asst. Regional Director
- Member - Head, Technical Assistance Division
Head, Operations Division
Head, Administrative Unit
Head, Career Planning and Development Unit

SECTION 4. DSWD Representative to the Program Technical Committee

The Assistance Secretary and Coach Monitor of SWADI is hereby designated as the DSWD representative to the Technical Committee created by the PNVSCA for the purpose and shall be assisted by the Director, SWID Bureau who shall be the alternated representative.

SECTION 5. Bayanihang Bayan Program Guidelines

In the implementation of the Program in the DSWD, the Implementing Rules and Regulation of Malacanang Memorandum Order No. 45 is hereby adopted and applied in the implementation of this program.

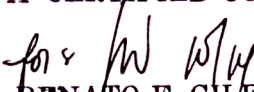
SECTION 6. Program Funds

The SWADI shall provide operational funds for the program and shall see to it that funds for the succeeding year shall be integrated in the DSWD appropriations. Funds in the implementation of this program at the regional office and attached agencies shall be drawn from the Regional/Agency Funds.

SECTION 7. Effectivity Provisions

This order shall take effect immediately and supercedes all orders or issuance inconsistent herewith.


CORAZON JULIANO-SOLIMAN
Secretary

A CERTIFIED COPY:

RENATO F. GILERA
Records Officer III